



John,

Thank you for your input and questions regarding the RFP for professional services for the 2010 Westport revaluation. I would like to address each of your questions separately.

- 1. According to my Finance Director, the Town will require both a Bid and Performance Bond for this project.*
- 2. The Errors and Omissions Insurance should be handled in the form of an exception to your proposal.*
- 3. I have reviewed the terms "assist" and "consult with" and have issued a clarification and a change to Section V, Sub Sections A and B. These changes are referred to in the following paragraph and an Amended RFP is attached to this email and also available on the Town website.*
- 4. I have considered your suggestion for the appraiser to provide an oral report and I believe that this would be an appropriate change to the RFP. Again, please refer to the following paragraph and the attached*

Amended RFP.

5. *Appendix A and C will not be available in a word file. They are in the pdf format so they stay uniform and cannot be changed.*

Attached please find a copy of the Amended Commercial RFP Bid No: 10-629T. Please note the changes to the following pages:

- *Page 3 – Section I, Subsection A. The first paragraph as well as the sixth and seventh bullet point items.*
- *Page 4 – the sixth bullet point item.*
- *Page 10 – Sub Section C. “TIME IS OF THE ESSENCE” sentence.*
- *Page 10 – Sub Section C. “October 4, 2010” sentence.*
- *Page 11 – The first sentence in Section IV.*
- *Page 12 – Section V, Sub Section A. Changes made to the last sentence.*
- *Page 12 – Section V, Sub Section B. Changes made to the second sentence and to the last paragraph.*

In addition, a question was asked of the amount of professional time that should be allocated to the informal hearings. I am estimating approximately 5 days of work for the actual hearings and any further consultation/analysis associated with the hearings.

Please email me back so that I know you received this email,

Sincerely,

Paul Friia

-----Original Message-----

From: Leary Counseling and Valuation [mailto:learycnseling@snet.net]

Sent: Tuesday, January 05, 2010 12:53 PM
To: Friia, Paul
Subject: RFP Bid No: 10-629T

Paul...

First of all, best wishes for the New Year.

Here are some questions/observations concerning the captioned RFP. Leary Counseling and Valuation, Inc. ("LCV") is very interested in performing this assignment based on its familiarity with commercial property in Westport as commercial supervisor for the 1999 and 2003 revaluations conducted by J.F. Ryan Associates, Inc. More recently, LCV served as commercial supervisor for Ryan in the 2008 revaluations of New Canaan and Norwalk. LCV looks forward to submitting a proposal based on the response to these questions/observations.

1. Are the bid bond and performance bond requirements set in stone? LCV has never provided bonding in previous commercial revaluation assignments throughout Connecticut as either a direct contractor or subcontractor.
2. Is the Errors and Omissions Insurance requirement set in stone? LCV stands by its work and has never provided E and O Insurance in previous commercial revaluation assignments throughout Connecticut.
3. The terms "assist" and "consult with" Vision on the "revaluation of all other commercial properties" are used throughout the RFP. Can you be more specific as to the responsibilities of Vision and the selected Respondent for final values of commercial properties? As an example, Section V. Part A. and Part C. imply that the selected Respondent has primary responsibility while Section V. Part B. is not clear as to whether the selected Respondent or Vision has primary responsibility.
4. The term "restricted appraisals" as used in the RFP is a misnomer under the *Uniform Standards of Professional Appraisal Practice*. Each appraisal is to be developed under Standard 1 based on an agreed-upon Scope of Work. In this instance the scope of work would be to develop an opinion of value using all relevant methods. A "restricted use appraisal report" is one of the three reporting options under Standard 2, specifically Standards Rule 2-2 (c). In this instance, LCV would recommend an oral appraisal report with handouts under Standards Rule 2-4 so that the results of each of the 16 single-property appraisals could be incorporated into the CAMA valuation on the Vision system as the final report of findings.
5. Can you provide a Word version of Appendix A and Appendix C to the RFP for use by the Respondents?

Thanks in advance for the time involved in responding to these questions/observations.

Peace...

...*JJL*

John J. Leary, MAI, CRE, FRICS

President

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